



A Publication of the
DEPARTMENT OF REGULATION AND LICENSING
FOR WISCONSIN-REGISTERED INTERIOR DESIGNERS

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Interior Designers Advisory Committee

The Interior Designers Advisory Committee met on October 30, 2002. Committee members discussed a number of issues that may be of interest to all registered interior designers. The following items have been taken from the minutes of that meeting.

Past, Present and Future Regulation of Interior Designers in Wisconsin

Secretary Oscar Herrera participated in the discussion of this agenda item. Clete Hansen, DRL Division Administrator and Director for the Committee, reviewed the history of the development of the interior designers' regulation and of the administrative rule. Wisconsin began regulating the use of the titles "Wisconsin Registered Interior Designer" and "Wisconsin Registered Interior Designers" on December 1, 1996. A grandfather clause in Wisconsin Act 322 was in effect until May 1, 1997. An observation was made that there are not as many registered interior designers as had been projected while the regulation was being developed. The AIA Wisconsin (American Institute of Architects Wisconsin) had supported the Coalition in its efforts to obtain regulation of interior designers.

INTERIOR DESIGNERS ADVISORY COMMITTEE

Committee Members:

Bill Bachman, Menomonee Falls
Gregory M. Bednar, Milwaukee (Public Member)
Brenda Brady, Middleton
Hollie R. Schick, Oconomowoc
Barbara Schuler, Madison (Public Member)
John Steinhafel, New Berlin
Mary M. Willett, Phillips
Inge Winters, Cedarburg

Administrative Staff:

Cletus J. Hansen, Division Administrator

Executive Staff:

Oscar Herrera, Secretary
Greg Horstman, Deputy Secretary
Myra Shelton, Executive Assistant

A Committee member informed the Committee about her membership on the National Board of the American Society of Interior Designers (ASID). She also gave information about a partnership between the ASID and the University of Minnesota. The Committee member said that several white papers have been prepared, such as one that addresses how elderly people live and how design features can improve their lives. "The International Interior Design Association (IIDA) and ASID were looking at a merger," she explained; "however, the merger never took place."

It was noted that there are currently approximately 350 registered interior designers in Wisconsin. Committee members and staff agreed that it is difficult to know how many non-registered persons are practicing as interior designers in Wisconsin.

Secretary Herrera asked how the Department can help to shape the regulation as it should be. He also asked whether registration leads to better jobs and recognition. A Committee member stated that the Interior Design Coalition of Wisconsin (Coalition) has undertaken a public relations effort that promotes Wisconsin registered interior designers. Consumers need to be educated about the difference between registered and non-registered interior designers, and the difference between interior designers and interior decorators. One idea was that the rules ought to require registered interior designers to put their registration number on their business card. Secretary Herrera inquired about the current position of the furniture industry, regarding the regulation of interior designers. Clete Hansen said that Bill Bachman or John Steinhafel would be able to answer this question if they were present, but were unable to attend the meeting.

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Digest Distribution Options

The Department of Regulation and Licensing is looking at various ways to improve service and at the same time reduce costs relating to our publications. One way to achieve this is by offering licensees the option of receiving the digests via e-mail. This will not only help the Department reduce costs, but will also allow licensees to receive the digests even before the hard copy is printed. In February, the DRL web site, www.drl.state.wi.us will contain a place for licensees to register to receive digests via e-mail. The Department thanks you in advance for your participation in this new distribution system.

Education and Examination Issues

The Committee agreed that at the present time there are no problems or concerns relating to the examination. It was noted that the CQRID exam has never become prominent in the state of Wisconsin, most likely because it is not recognized by ASID or IIDA. Department staff informed the Committee that the Department has no record of an interior designer in Wisconsin taking this exam.

Continuing education is an issue that all professions, including interior design, are examining. The Committee reviewed documents regarding continuing education (CE) prepared by Dr. Barbara Showers, Director of the Office of Education and Examinations. Dr. Showers explained the alternatives for monitoring the completion of CE by credential holders.

The Committee preferred a "middle-of-the-road" approach, suggesting that, when the Department monitors the completion of CE, the Department's letter could request one of three types of evidence of completion. The first type would be a copy of actual certificates of completion; the second type would be a course listing that an interior designer has obtained from NCIDQ; and the third type would be a course list that an interior designer obtained from the National Kitchen and Bath Association.

It was agreed that the Office of Education and Examinations should conduct a random sample audit this year. If registrants are unable to verify the completion of the nine hours of CE, they should be given an additional three months to do so. Otherwise, they may be investigated and possibly prosecuted by the Division of Enforcement.

A Committee member informed the group that "Interior & Sources" magazine prints course articles, complete with questions about the subject matter that can be filled out by designers needing CE credits. The articles are approved by IIDA, through the Interior Design Educators Council, which also approves regular courses.

A reminder to registered interior designers: an approved educational program is a program of education relating to the general subject matter of interior design that, together with its instructors, is approved by the following:

- American Society of Interior Designers
- Interior Design Continuing Education Council
- International Interior Design Association
- Interior Design Education Council
- Interior Designers of Canada

The Department also recognizes courses given by colleges, universities and vocational-technical schools.

Question and Answer Brochure

Interior designers may be interested in the current brochure entitled, *Requirements Relating to the Use of the Title "Wisconsin Registered Interior Designer" or "Wisconsin Registered Interior Designers" in Wisconsin*. Below are excerpts from the questions and answers in the brochure. If you would like to receive the entire brochure, please contact the Department of Regulation and Licensing.

Note: The answers to many of the following questions paraphrase the Wisconsin Statutes. Please consult Ch. 440, Subchapter IX, for the exact wording. The statutes and rules are available on DRL's website: www.drl.state.wi.us.

Q. What persons must register with the Department?

A. Individuals who use the title "Wisconsin registered interior designer," imply that they are a Wisconsin registered interior designer or represent themselves as a Wisconsin registered interior designer. Therefore, a person who does not use the title or make such representations may practice as an interior designer without being registered by the Department.

Q. How does this law apply to corporations, partnerships and firms?

A. Corporations, partnerships or firms are not required to be registered; however, they may only refer to themselves as a "Wisconsin registered interior designer" or as "Wisconsin registered interior designers" or make representations to that effect, if at least one principal, partner or officer who is in responsible charge of the interior design services provided by the corporation, partnership or firm is a Wisconsin registered interior designer.

Q. How much does it cost to obtain a registration certificate?

A. The initial registration fee is \$53. Registration certificates expire on August 1 of each even-numbered year and the renewal fee is \$56.

Q. What are the requirements for registration?

A. An applicant must proceed under any one of the following tracks:

- (a) Registration based on education, an exam and experience.
- (b) Reciprocal registration of a person who is registered or licensed as an interior designer by another jurisdiction. The reciprocal registration fee is \$56.
- (c) Registration of a registered architect who has at least 6 years of practical experience in interior design.

Q. What education and experience is required of all applicants, except registered architects and those seeking to be registered by reciprocity?

A. You must submit evidence of any one of the following:

- (a) That you are a graduate of a 5-year interior design or architecture program and have at least one year of practical experience in interior design of a character satisfactory to the Department.
- (b) That you are a graduate of a 4-year interior design or architecture program and have at least 2 years of practical experience in interior design of a character satisfactory to the Department.
- (c) That you are a graduate of a 3-year interior design or architecture program and have at least 3 years of practical experience in interior design of a character satisfactory to the Department.
- (d) That you are a graduate of a 2-year interior design or architecture program and have at least 4 years of practical experience in interior design of a character satisfactory to the Department.

Q. What type of examination must I have passed in order to be a Wisconsin-registered interior designer?

A. You must have done one of the following:

- (a) Passed the complete exam administered by the National Council of Interior Design Qualification (NCIDQ) **in 1990 or later**. The exam which was administered in 1990 and thereafter included a section on the building and barrier-free codes.
- (b) Passed the NCIDQ exam **prior to 1990** and passed the separate building and barrier-free portion of the exam administered **in 1990 or later**.
- (c) Passed the exam administered by the Council for Qualification of Residential

Interior Designers (CQRID) and passed the building and barrier-free portion of the NCIDQ exam.

Q. How do I get scheduled to take the examinations administered by NCIDQ or CQRID?

A. You must direct all questions about the exams to the agencies which administer them: NCIDQ and CQRID.

Contact NCIDQ at (202) 721-0220, or at:

www.ncidq.org.

Contact CQRID at (919) 883-1680, or at:

www.cgrid.org.

Q. Besides education and experience, are there any other application requirements?

A. Yes, you must disclose if you have been convicted of a crime. The Department will determine whether the conviction is substantially related to the practice of interior design and, if so, how long ago it occurred and whether there is sufficient evidence of rehabilitation. After the Department has completed this review, a determination will be made to grant or deny your application or to limit your practice under the title "Wisconsin registered interior designer."

Q. What are the continuing education requirements?

A. An administrative rule, Chapter RL 130, describes the number of hours, the course contents, and other issues relating to continuing education. Therefore, if you initially register with the Department before January 2 of any even-numbered year, you will be required to complete at least 9 hours of continuing education before the renewal deadline of the first August 1 that occurs after the date of registration. If you fail to obtain the education by that date, you will not be permitted to renew until you obtain the education and you pay a late renewal fee. Those who are granted a registration certificate after January 1 of an even-numbered year, do not have to comply with the continuing education requirement until the following full two-year registration period, running from August 1 of the even-numbered year until July 31 of the following even-numbered year.

Q. Can people lose their registration certificates?

A. Yes, if they do not truthfully complete their application for registration, if they have committed any gross negligence or misconduct or acted in a grossly incompetent manner as an interior designer, or if they have been convicted of certain types of crimes.

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To request an application packet:	press 1-1-3
To check the status of a pending application:	press 1 - 2
To discuss application questions:	press 1 - 3
To discuss temporary license questions:	press 1 - 3
To renew or reinstate a permanent license:	press 1 - 4
To renew or reinstate a permanent license:	press 2 - 1
To renew a temporary license:	press 2 - 2
To obtain proof of licensure to another state:	press 3 - 1
To find out if a person is licensed:	press 3 - 2
To file a complaint on a license holder:	press 8
To check the status of complaints:	press 8
For all other licensing questions:	press 1 - 3

VERIFICATIONS

Verifications are now available online at www.drl.state.wi.us. On the Department Web site, please click on "License Lookup". If you do not use the online system, all requests for verification of licenses/credentials must be submitted in writing. There is no charge for this service. Requests should be sent to the Department address or may be faxed to (608) 261-7083 - ATTENTION: VERIFICATIONS. Requests for endorsements to other states must be made in writing – please include \$10 payable to the Department.

DID YOU KNOW THAT YOU CAN ACCESS MOST INFORMATION ON THE DEPARTMENT OF REGULATION & LICENSING WEB SITE?

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CHANGE OF NAME OR ADDRESS?

Please photocopy the mailing label of this digest, make changes in name or address, and return it to the Department. Confirmation of changes is not automatically provided. **WIS. STATS. S. 440.11** **ALLOWS FOR A \$50 PENALTY TO BE IMPOSED WHEN CHANGES ARE NOT REPORTED WITHIN 30 DAYS.**

WISCONSIN STATUTES AND CODE

Copies of the Wisconsin Statutes and Administrative Code relating to Interior Designers can be ordered through the Department. Include your name, address, county and a check payable to the Department of Regulation and Licensing in the amount of \$5.28. The latest edition of the Code Book is dated November 1997.